

**APPROVED Minutes of the
Brigham City Library Board
Tuesday, November 17, 2015 – 7:30 p.m.**

MEMBERS PRESENT:

Lynda Anderson
Melanie Davidson

Alden Farr
De Ann Lester

Scott Lyons
Sue Hill

MEMBERS ABSENT/EXCUSED:

Andy Allen
Boyd Misseldine

Linda Ashcraft
Joyce Dean

cc:

Mayor Vincent
Jason Roberts

Scott Lyons conducted the meeting.

REVIEW/APPROVAL OF MINUTES:

The minutes from the October 20, 2015 board meeting were reviewed.

De Ann Lester corrected a couple of grammatical errors on page three, second paragraph, fifth line as shown below:

“Joyce Dean said she can pulled figures from any of the items listed ~~in on~~ the statistics report.”

Alden Farr apologized for not being in attendance at the October 20th board meeting. That night he was involved in a “Meet the Candidate Night” at the Senior Center.

De Ann Lester moved to approve the board minutes from the October 20, 2015 meeting with the two changes mentioned. Melanie Davidson seconded. None opposed. Motion passed.

VOUCHERS:

Board members reviewed the October 2015 vouchers statement.

Lynda Anderson asked regarding Paetec Communications. Alden Farr said they are a long distance carrier. De Ann Lester asked how the elevator is operating. Sue Hill said it is working. She explained the company put in new sensors, but they put them in wrong so they had to come back and fix what they did.

De Ann Lester motioned to approve the vouchers for October 2015. Lynda Anderson seconded. None opposed. Motion passed.

LITERACY REPORT:

None

OLD BUSINESS:

None

NEW BUSINESS:

Meeting Room Usage Fees

Sue Hill said she talked with Bruce Leonard, showed him a copy of the library's meeting room policy, and told him she wants it upheld. She pointed out to board members on the second page of the Resolution handout it states "see library policy". The official policy the library board passed is what we use. Each of the three rooms rent for \$40 per hour for non-residents or commercial groups – we do not charge for chairs or tables like they are doing at the Community Center and the Bunderson Center. Most of the people who use the library's meeting rooms are residents or non-profit and are not charged anything. We especially want to be able to serve our residents and non-profits. The library will not receive a lot of revenue from the rooms, which is fine. We do have a lot of library programs which makes it difficult sometimes to even schedule a room.

Programming Updates – Centennial Gala

Sue Hill told board members they should be receiving an invitation to the Centennial Gala sometime this week. About 250 invitations are being sent out. Invitations are being sent to people who attend library programs, the top 50 people based on circulation and other special guests. De Ann Lester said everyone is invited, just some special invitations were sent to different people. The Gala is December 7 and starts at 7:00 pm. All library staff employees will be dressed up showing the different decades. De Ann Lester said there will be a guessing game where you guess what time era each person is dressed in to represent the decades of the 100 years.

Lynda Anderson said she has a dress that was her grandmother's high school graduation dress from 1918. She commented she might wear it to the Gala.

Melanie Davidson asked if the Gala will be a family event. De Ann Lester said yes. There will be a brief program interlaced with musical numbers performed by the Box Elder High School Jazz Band. After the program, people can move downstairs for a puppet show and after the puppet show there will be refreshments and the guessing game. The event should not last too long but it will be a fun gathering.

Other Items

Sue Hill referred board members to a letter in their packet saying the library achieved "Quality Library" status. In order to qualify for "Quality" status, she had to go through another step to prove we really are a quality library. It is hard to achieve this status as they have a lot of requirements. Because of the quality status, we are certified for two years instead of one. Lynda Anderson commented it could be used for a tag line – "Brigham City Library, Your Quality Library."

DISTRIBUTION:

- Newspaper Publicity – Community Calendar
- Circulation Statistics Reports – July 2014 - October 2015
- Revenues and Expenditures – October 2015
- Staff Meeting Minutes – October 28, 2015

ANNOUNCEMENTS:

Next Board Meeting: Tuesday, January 19, 2016, 7:30 p.m.

(No meeting in December – Have a Happy Holiday Season!)

Please be sure to attend the Gala on December 7!

De Ann Lester told board members the actual birthday of the Carnegie building is December 15. On that day, library patrons can do a craft at the library just as a reminder of the actual birthday!

ADJOURNMENT:

Alden Farr moved to adjourn the meeting. Lynda Anderson seconded. None opposed. Motion passed. Meeting adjourned approximately 8:10 PM.